

WHAT IS CLAIMED IS:

1. An information processing method for generating an archive file that stores a plurality of digital documents, comprising:

5 a checking step of checking based on a predetermined reference whether each digital document is to be stored in a compressed or non-compressed state; and

a generation step of generating the archive file
10 by controlling to store a digital document, which is determined in the checking step to be stored in a compressed state, in the compressed state, and controlling a digital document, which is determined in the checking step to be stored in a non-compressed
15 state, in the non-compressed state.

2. The method according to claim 1, wherein the predetermined reference is an access frequency to each digital document.

3. The method according to claim 1, wherein the
20 predetermined reference is a format of each digital document.

4. The method according to claim 1, wherein the predetermined reference is a compression ratio upon compressing each digital document.

25 5. The method according to claim 1, further comprising an extraction step of extracting a digital

document from the archive file generated in the generation step.

6. The method according to claim 1, further comprising an acquisition step of acquiring a desired
5 digital document using a table, and wherein the table has location information of each stored digital document, and is contained in the archive file.

7. A computer program for making a computer execute respective steps in an information processing method of
10 claim 1.

8. A computer readable storage medium storing a computer program of claim 7.

9. An information processing apparatus for generating an archive file that stores a plurality of
15 digital documents, comprising:

a unit which checks based on a predetermined reference whether each digital document is to be stored in a compressed or non-compressed state; and

a unit which generates the archive file by
20 controlling to store a digital document, which is determined by the checking unit to be stored in a compressed state, in the compressed state, and controlling a digital document, which is determined by the checking unit to be stored in a non-compressed
25 state, in the non-compressed state.

10. The apparatus according to claim 9, wherein the predetermined reference is an access frequency to each digital document.

11. The apparatus according to claim 9, wherein the
5 predetermined reference is a format of each digital document.

12. The apparatus according to claim 9, wherein the predetermined reference is a compression ratio upon compressing each digital document.

10 13. The apparatus according to claim 9, further comprising an extraction unit which extracts a digital document from the archive file generated by the generation unit.

14. The apparatus according to claim 9, further
15 comprising an unit which acquires a desired digital document using a table, and wherein the table has location information of each stored digital document, and is contained in the archive file.

15. An information processing method for generating
20 an archive file that stores a plurality of digital documents, comprising:

a checking step of checking based on a predetermined condition if each digital document main body is to be uploaded to a server;

25 a step of generating abstract data of the digital document which is determined in the checking step to be uploaded;

a step of uploading the digital document, which is determined in the checking step to be uploaded, to the server; and

an archive file generation step of generating an
5 archive file which stores the abstract data of the digital document which is determined in the checking step to be uploaded, and a digital document which is determined in the checking step not to be uploaded.

16. The method according to claim 15, wherein the
10 predetermined condition is used to check whether or not a digital document is set with a valid date.

17. The method according to claim 16, wherein the valid date is a print valid date.

18. The method according to claim 15, wherein the
15 predetermined condition is used to check whether or not a file size of a digital document is larger than a predetermined threshold value.

19. The method according to claim 15, wherein the
20 archive file generated in the archive file generation step stores information associated with the digital document which is uploaded to the server.

20. The method according to claim 15, further comprising a step of presenting the abstract data of the uploaded digital document to a user.

21. The method according to claim 15, further
25 comprising a step of acquiring the uploaded digital

document or a digital document stored in the archive file.

22. The method according to claim 21, wherein the acquisition step includes a step of acquiring a digital document designated by a user.

23. The method according to claim 15, further comprising a compression step of compressing a digital document, and wherein the digital document stored in the archive file generated in the archive file generation step is the digital document compressed in the compression step.

24. A computer program for making a computer execute respective steps in an information processing method of claim 15.

25. A computer readable storage medium storing a computer program of claim 24.

26. An information processing apparatus for generating an archive file that stores a plurality of digital documents, comprising:

a unit which checks based on a predetermined condition if each digital document main body is to be uploaded to a server;

a unit which generates abstract data of the digital document which is determined by the checking unit to be uploaded;

a unit which uploads the digital document, which is determined by the checking unit to be uploaded, to the server; and

5 a unit which generates an archive file which stores the abstract data of the digital document which is determined by the checking unit to be uploaded, and a digital document which is determined by the checking unit not to be uploaded.

27. The apparatus according to claim 26, wherein the
10 predetermined condition is used to check whether or not a digital document is set with a valid date.

28. The apparatus according to claim 27, wherein the valid date is a print valid date.

29. The apparatus according to claim 26, wherein the
15 predetermined condition is used to check whether or not a file size of a digital document is larger than a predetermined threshold value.

30. The apparatus according to claim 26, wherein the
20 archive file generated by the archive file generation unit stores information associated with the digital document which is uploaded to the server.

31. The apparatus according to claim 26, further comprising a unit which presents the abstract data of the uploaded digital document to a user.

25 32. The apparatus according to claim 26, further comprising a unit which acquires the uploaded digital

document or a digital document stored in the archive file.

33. The apparatus according to claim 32, wherein the acquisition unit includes a unit which acquires a
5 digital document designated by a user.

34. The apparatus according to claim 26, further comprising a unit which compresses a digital document, and wherein the digital document stored in the archive file generated by the archive file generation unit is
10 the digital document compressed in the compression unit.